

Staff Summary Report



Council Meeting Date:

6/10/2010

Agenda Item Number: _____

SUBJECT: Request approval of a one-year renewal of a contract with Southwest Sweeper Sales for the purchase of street sweepers for use by the Public Works Department.

DOCUMENT NAME: 20100610fsta02 PURCHASES (1004-01)

COMMENTS: (T09-142-01) Total cost of this contract will not exceed \$230,000 during the first available renewal period beginning July 3, 2010.

PREPARED BY: Tony Allen, Procurement Officer, 480-350-8548

REVIEWED BY: Michael Greene, CPM, Central Services Administrator, 480-350-8516
Jay Taylor, Fleet Director, 480-350-8344
Kevin Devery, Fleet Analyst, 480-350-8088
John Osgood, Interim Public Works Manager, 480-350-8949
Denise Brewer, Street Maintenance Superintendent, 480-350-8409

LEGAL REVIEW BY: Dave Park, Assistant City Attorney, 480-350-8907

DEPARTMENT REVIEW BY: Jerry Hart, CPA, Financial Services Manager, 480-350-8505

FISCAL NOTE: Sufficient funds will be appropriated in cost center 3813 (Highway User Revenue Fund) for the anticipated expenditures in the upcoming fiscal year. It is anticipated that a grant will cover up to 80% of the expected cost.

RECOMMENDATION: Approve the renewal of the contract.

ADDITIONAL INFO: Background Information

This contract provides for the purchase of street sweepers for use by the Streets Department of Public Works for the maintenance of Tempe roadways. This is the first of four available contract extensions.

Contractor Performance

Southwest Sweeper Sales was rated by the Public Works Department on the following criteria:

- Personnel are responsive, cooperative and available
- Overall quality of products or services delivered
- Timeliness of performance
- Quality of follow-up in resolving complaints or problems
- Firm's promptness in submitting accurate invoices

In all categories, Southwest Sweeper Sales received scores indicating their meeting or exceeding standards as established by the contract. It is the recommendation of the department to renew the contract.

Cost for the sweepers remain competitive and no cost increase has been requested by the firm.